

Respite Program Standards

Effective February 2008

Revised January 2010

Definitions:

Care Acts to maintain health and/or personal safety of the person.

Respite Services provided to participants unable to care for themselves; furnished on a short-term basis because of the absence or need for relief of those persons normally providing the care. Respite may be used on a regular basis to provide relief to caregivers or in response to a family emergency or crisis. The service may be:

- **Family Arranged** The family is responsible for obtaining, training, oversight of the support provider and securing the respite site.
- **Provider Arranged** The Provider Agency is responsible for obtaining, training, and oversight of the support provider, including securing the respite site (with input from the family).

Respite may be provided in a variety of settings:

- Individual's home or place of residence or other residence selected by the person/his/her family
Note: "Other residence" option is not available for HASCI funded respite
- A facility licensed by SCDHEC

Supervision Acts to protect the person from harm and/or injury.

Supports Providing care and supervision.

Desired Outcomes:

- To maintain optimal health, safety and welfare of the person in absence of the caregiver.
- To reduce family/caregiver stress and thereby help preserve family stability.
- Reduce out- of- home placement
- Satisfaction based on the expectations of the person/family

General

- These standards replace SCDDSN Respite Standards, October 2001.
- The Provider Agency may not impose requirements upon service recipients or

their representation in addition to those set forth herein.

- Respite providers may not provide skilled care (i.e. care which requires nurse training/supervision and written certification).
- Providers must follow all applicable SCDDSN policies related to this service.

Option I: Family Arranged

Respite provided in the person's home or other residence selected by the person or his/her representative.

A. Funded through Family Support Funds SCDDSN Respite/Family Support Contract

When the Family Arranged option is used and the family is provided with funds to purchase the service, the person/family/caregiver assumes the responsibility for assuring the safety and quality of the setting and the competency of the respite caregiver.

B. Funded through MR/RD or HASCI Waiver

When the Family Arranged option is used and the service is funded through MR/RD or HASCI Waiver, the following standards must be met:

Family Arranged Respite Funded through MR/RD or HASCI Waiver

	Standard	Guidance
1.0	Caregiver/Respite Provider must meet the following qualifications: A. Be at least 18 years of age B. Have the ability to speak, read, and write English C. Be capable of aiding in the activities of daily living D. Be capable of following the Plan of Care with minimal supervision. E. Have no record of abuse, neglect, crimes committed against another or felonious conviction of any kind.	Reference DDSN Policy 735-02-DD Relatives/Family Members Serving as Paid Support Providers of Respite Services Reference MR/RD Waiver Manual , Home Supports Caregiver Certification

	<p>F. Be free of communicable diseases</p> <p>G. Possess a valid driver's license if required as part of the job.</p>	
2.0	The person or his/her representative must acknowledge that the setting in which the service will be provided was chosen by them and has not been licensed, inspected or approved by SCDDSN or the provider agency.	Documentation of this acknowledgement must be kept on file by the Agency.
3.0	<p>The caregiver/respite provider must demonstrate competency by successful completion of exams designed to measure knowledge in the areas of:</p> <ol style="list-style-type: none"> 1. Confidentiality 2. Supervision 3. Prevention of abuse & neglect 4. First aid 	
4.0	<p>The caregiver/respite provider must be deemed by the service recipient's responsible party competent without testing or successfully complete exams designed to measure knowledge in the areas of:</p> <ol style="list-style-type: none"> 1. Fire Safety/disaster preparedness 2. Understanding disabilities or orientation to Head and Spinal Cord injuries 3. Signs and symptoms of illness and seizure disorders 	Understanding disabilities or orientation to head and spinal cord injuries must be specifically related to person/family needing services.
5.0	Documentation must be present to show that the	

	service was rendered on the dates for which reimbursement is requested.	
6.0	Payment for services is made to the service provider, not to the service recipient or his/her representative.	

Option II: Licensed Respite

Respite provided in a home or a facility licensed by SCDHEC

Refer to Respite Licensing Standards